

AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE  
AUTHORITY, HELD ON THE 5<sup>th</sup> DAY OF NOVEMBER 2012, 7:00 P.M., MULTI PURPOSE  
ROOM #2, MONTGOMERY COUNTY GOVERNMENT CENTER, CHRISTIANSBURG,  
VIRGINIA:

|                 |                  |                         |
|-----------------|------------------|-------------------------|
| <b>PRESENT:</b> | Gary Creed       | -Chair                  |
|                 | James Politis    | -Member                 |
|                 | Matthew Gabriele | -Member                 |
|                 | Christopher Tuck | -Member                 |
|                 | Annette Perkins  | -Member                 |
|                 | Mary Biggs       | -Secretary-Treasurer    |
|                 | William Brown    | -Vice Chair             |
|                 | Robert C. Fronk  | -PSA Director           |
|                 | Karri Cridlin    | -Secretary to PSA Board |
|                 | Craig Meadows    | -County Administrator   |
|                 | Marty McMahon    | -County Attorney        |
|                 | Joel Donahue     | -Planning Commission    |

**ABSENT:**

**CALL TO ORDER**

Chair Creed called the meeting to order and determined that a quorum was present.

**PUBLIC ADDRESS SESSION**

There were no comments from the public.

**CONSENT AGENDA**

On a motion by James Politis, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated November 05, 2012.

The vote on the foregoing motion is as follows:

|                  |     |        |
|------------------|-----|--------|
| AYE              | NAY | ABSENT |
| Gary Creed       |     |        |
| James Politis    |     |        |
| William Brown    |     |        |
| Christopher Tuck |     |        |
| Annette Perkins  |     |        |
| Mary Biggs       |     |        |
| Matthew Gabriele |     |        |

**REVIEW OF PUBLIC SERVICE AUTHORITY CONVERTING TO COUNTY DEPARTMENT**

The Public Service Authority Board discussed the Public Service Authority converting to a County Department. After much discussion it was decided to have the Director gather more information for the Board for review.

**WASTEWATER OPERATOR POSITION**

By consensus of the Board of the Public Service Authority, it was decided to permanently fill the position of wastewater operator with an existing vacant position due to a current wastewater operator out on an unexpected long term medical issue.

**APPROVAL OF MINUTES  
DATED OCTOBER 01, 2012**

On a motion by James Politis, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated October 01, 2012.

The vote on the foregoing motion is as follows:

|                  |     |        |
|------------------|-----|--------|
| AYE              | NAY | ABSENT |
| Gary Creed       |     |        |
| Christopher Tuck |     |        |

James Politis  
William Brown  
Mary Biggs  
Annette Perkins  
Matthew Gabriele

## **FINANCIAL REPORT**

The financial report for period ending October 31, 2012, was presented for review and discussion

## **DIRECTOR'S REPORT**

### **1. Monthly Activities Report**

The October 2012 report was presented for review.

### **2. Notice to Customers of Water Authority Joinder**

Attached is the notice to the first cycle of PSA customers that was mailed September 14, 2012 along with their September 2012 utility bills. The notice to the second cycle of PSA customers was to be mailed on September 27, 2012 along with their September 2012 utility bills. However, due to an oversight the notice was not included in the mailing to the second cycle. The contractor who performs the PSA bill mailing was contacted about the oversight and to insure the notice is included with the October 2012 utility bill for the second cycle.

### **3. Riner Sewage Treatment Plant Copper and Zinc Removal System**

The current Riner Sewage Treatment Plant (STP) permit issued September 21, 2008 included new stringent limits for copper and zinc which become effective September 21, 2012. The permit includes a requirement of annual progress reporting for the copper/zinc removal system process development, design, installation and start-up of the proposed treatment system. The stringent copper and zinc permit limits are due to the small receiving stream to which the STP discharges.

We selected an "end of process" ion exchange system using specifically charged media in canisters which will receive STP flow upstream of the UV system to remove copper and zinc. This system is designed to specifically capture copper and zinc on the contactor supplied media and when the media is exhausted, the contractor will replace the canisters and reconstitute the exhausted canisters at the contactor's facility. We completed the system installation during the second week of September 2012 with system start-up on September 20, 2012. We had some minor operational issues after start-up due to what we suspected to be air binding. Before we were able to thoroughly evaluate the issue, the Riner STP suffered a hydraulic overload on September 30, 2012, which washed solids into the metals removal system that fouled the canisters. We sent the canisters to the contractor for reconstitution and place one set back in operation. We continue to have operational issues and are working with the contractor to resolve.

### **4. Water and Sewer Design & Construction Standards**

The second edition of the Water and Sewer Design & Construction Standards were issued in September 2007 and approved by the Virginia Department of Health (VDH) and Department of Environmental Quality (DEQ). VDH issued a Memorandum of Understanding (MOU) to the PSA that allows the PSA the right to approve limited water design plans/projects without VDH review. However, the current MOU will expire in December 2012. DEQ no longer performs review of sewer design plans/projects and this function has and will continue to be done by the PSA.

The proposed third edition of the Water and Sewer Design & Construction Standards were submitted to VDH on August 6, 2012 and approved by VDH on September 28, 2012. We have requested renewal of the MOU and expect a reply shortly.

### **5. Mutual Aid Agreement with the Town of Christiansburg**

Auburn Schools plans included placement of 6 to 7 feet fill material over an existing water main within the site which is a major supply line for the Riner Water System. We objected to the placement of the proposed fill because existing PSA equipment would be unable to excavate the proposed depth while adhering to mandatory safety requirements. Current PSA equipment is able to safely reach the existing water main. A mutual aid agreement with the Town of Christiansburg was proposed as a solution for this issue. The Town Manager confirmed by email that the Town would execute a mutual aid agreement to provide larger equipment capable of safely excavating the proposed deeper depth of the existing water main.

The County Attorney prepared an initial Memorandum of Agreement that was forwarded to the Town Manager for review and comment in February 2012. On February 27, 2012, the Town Manager indicated that the Town has concerns with being able to meet some of the requirements of the initial agreement. We met on site and reviewed conditions relative to the work and believe that we addressed the concerns. A revised agreement was prepared and sent to the Town Engineering Director on May 29, 2012. A number of inquiries of this matter have been sent to the Town with the latest on August 20, 2012. Town staff indicated that the revised agreement is currently under review by the Town Attorney and that they expect approval in the near future.

This agreement will need to be executed prior to PSA approval of the Auburn School project. The Director notified the design engineer of this requirement during a meeting on October 25, 2012. The design engineer indicated that he will notify

- appropriate school staff so that they may insure execution of the agreement before requesting PSA acceptance of the project.
6. Virginia Water and Wastewater Rate Report  
The "24<sup>th</sup> Annual Virginia Water and Wastewater Rate Report 2012" by Draper Aden Associates will be distributed during the PSA meeting. The water section of the report contained 178 complete responses (177 in 2011) while the sewer section included 164 (164 in 2011) complete responses.  
In the water report, the PSA was 114 (64.0%) in order of number of connections (smallest to largest) at 2,660 (111 [62.7%] in 2011) while 158 (88.8%) in order of customer charge for 5,000 gallons at \$40.67 (156 [88.1%] in 2011). The median customer charge for 5,000 gallons was \$36.78 (\$34.12 in 2011). The average residential water facility fee of the report is \$4,134 with a median of \$3,750 while the PSA's fee is \$2,500.  
The sewer report, the PSA was 80 (48.8%) in order of number of connections (smallest to largest) at 1,505 (80 [48.8%] in 2011) while 111 (67.7%) in order of customer charge for 5,000 gallons at \$42.00 (131 [79.9%] in 2011). The median customer charge for 5,000 gallons was \$36.78 (\$34.12 in 2011). The average residential sewer facility fee of the report is \$5,067 with a median of \$4,698 while the PSA's fee is \$3,000.
  7. Water Break at Rowe Furniture  
On Thursday August 23, 2012, a large water main break occurred on the 10" fire main within the Rowe Furniture property. A large volume of water (+/- 750,000 gallons) was lost due to this break. It was unclear as to the ownership of the water main as all records on hand are inconclusive. Because of the water loss, business shutdown and uncertain documentation, the PSA Director agreed to have the PSA maintenance crew fix the break with the understanding that the PSA would seek reimbursement if the water main turned out to be Rowe's responsibility.  
We have researched all available records from the PSA, Economic Development, design engineers and Montgomery County Courthouse. This review did not find any record of a public water line easement for the 10" fire main. Without a public easement, the fire main would be considered private.  
A meeting with Rowe was held October 12, 2012 to review. Rowe representatives had not found conclusive documentation relative to ownership and requested additional time to investigate. We plan on holding another meeting in about a month to review.
  8. New Utility Maintenance Hires  
Interviews were held in September and October 2012 for the Maintenance Crew Leader and Maintenance Worker/Equipment Operator. Matt Lawson was hired as the Crew Leader and started October 3, 2012. Jimmy Willis was hired as an Equipment Operator and started October 22, 2012. Both have considerable experience in their respective positions.
  9. Position Advertisement  
We advertised for a wastewater operator on October 28 and November 4 to fill a temporarily vacant position due to an operator out on an expected long term (+/-5 months) medical issue. It is uncertain when or if the current operator will return to duty. We are requesting that the position be a permanent position in an existing vacant authorized position due to the amount of training required for them to be able to operate a sewage treatment plant without supervision. If the current employee returns from medical leave, we would wait until the next vacancy to return to the current number of operators.

#### **AUTHORITY MEMBERS' REPORT**

|                 |            |
|-----------------|------------|
| Member Gabriele | -No Report |
| Member Politis  | -No Report |
| Member Perkins  | -No Report |
| Member Brown    | -No Report |
| Member Tuck     | -No Report |
| Member Biggs    | -No Report |
| Member Creed    | -No Report |

#### **ADJOURNMENT**

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for December 3, 2012.

**ATTEST:** \_\_\_\_\_  
**SECRETARY/TREASURER**